Charter Review Commission
Steering Committee
April 17, 2011

Present: Anita Yap, Steve Weiss, Hank Miggens, Jan Campbell, Sue Pearce, Mark White, Shelli Romero.

Mark passed out an updated Policy Issues paper.

Summary of last meeting.

1. Recommend on selection process for next commission.
2. Process, priorities.
3. Correction. Housekeeping items issues be forwarded to Housekeeping committee

Anita forwarded a proposal from Cogan Owen Cogen for outreach to select representatives, Recommend include disabilities, sexual orientation, youth & seniors, income level, race, cultural & religious background, (protected classes). Add these items under number one for demographic profile.

Other options: Resume, personal interviews, selection committee, create a job description and qualifications should be part of the application, outreach through ONI or through a private consultant.

Another issue to add to the issue list: Commission and board selections be impartial and represents community.

Recommend that two to three previous charter commission members be appointed to next commission for continuity and institutional memory.

Appoint Charter Commission minimum every five years. Rotate half commission every five years.

Discussion on how to do this better. Selection, staffing, etc. recommend to commission that we would like to make this recommendation:

1. Better understanding about role and responsibilities of the commission, listed in the charter. Article 3.
2. Appointed no less than 30 days prior to first meeting scheduled. Did not have full six months to meet.
3. Transparency
4. Orientation. Include reference to section, overview of entire charter, history.
5. Provide professional staff and adequate budget.
6. Should not split up commission in two parts (like we were appointed).

Strategic Planning. Anita and Mark met with Auditor, Leonard, Saltzman, Fritz and Fish.

- Auditor: Request to hire outside counsel for legal advice. IPR Stakeholders Report specifically requests to allow Auditor to hire outside counsel. Responsibility for City Seal shouldn't be in the charter for the Auditor.
- Leonard. Recommended consider all people, not the loudest voices. Filter to see if issues belong in charter.
- Saltzman. Independent utility rate committee.
- Fritz. Carry over budget. Office of Equity.
- Fish.

What should be addresses other than housekeeping?
Steve Weiss. Suggest that the commission recommend Independent rate commission from Saltzman article in paper.

Beyond June 30, need: hiring outside staffing, administrative and research, set up meetings, public hearing setup, website, use of city hall facilities.

Through the end of June 30 and beyond:

1. Housekeeping.
2. Independent rate commission: Saltzman. Rate raises, what happens after 2015, water sewer discount program, use of funds.
3. Physical access to government buildings: ADA accessible, beyond.
4. Hold a forum to get information from public on city issues. Educate public on city charter, three forums on topical areas in various parts of the city.
5. Recommend how to select next commission.
6. Recommend how to run next commission better.
7. Final Report and recommendation to council by ???(date).
8. Hank. Could hold forum at Metro Workforce Development building. PCC. 42 & Killingsworth.

Outline timeline and what we expect to get done with the carry over amount and write in a letter to Commissioner Fritz.

Ask question of Commission who would plan to continue beyond June 30th.

Meeting adjourned. 2:15 pm